

CTP

Memorandum

TO : Director of Training

DATE: 20 March 1970

FROM : Acting Chief, Career Training Program

SUBJECT: Weekly Activities Report

1. Arrangements for interim assignments for the January 1970 Career Training class are moving along well. In general the operating components are receptive -- or at least open to persuasion -- to the concept of three-month assignments designed to broaden the Career Trainee's knowledge of the Agency and its functions. When an office is unable to accommodate a Trainee, it is less likely to be a question of resistance to the concept of interim assignments than it is a matter of inadequate space, too little for the Trainee to do, or a need to reserve meaningful work for summer interns. ✓

2. After a good deal of juggling dates and times, hours have been set over the next three weeks for CT panel interviews with nineteen internal applicants for the July 1970 class. Sixteen of the applicants are staff employees, and three are [REDACTED] contract personnel. ✓
moter

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3. A one-hour appointment has been set for the January class to meet with Mr. Helms at 10:00 a.m. on 30 March. [REDACTED] was asked to have an announcement made to the class concerning the appointment. ✓
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